



2016 Montana Award Form

Only use this form for the following award categories:

Veteran-Owned Small Business: A business that is at least 51% veteran-owned with a successful track record and a commitment to strengthen veteran-owned businesses within the community. Montana-state award only.

Women-Owned Small Business: A business that is at least 51% women-owned with a successful track record and a commitment to strengthen woman-owned businesses within the community. Montana-state award only.

Millennial Entrepreneur: A business that is at least 51% owned by an individual(s) that is under the age of 35, has a successful track record and fulfills a commitment to strengthen businesses within the community. Montana-state award only.

Nomination Package Requirements

A complete nomination package needs the following:

1. SBA Form 3300, Award Nominee Background Form
2. Montana Award Form

Nominations are due ***no later than January 11th***; you may mail them to the following address or email them to crystal.ahmann@sba.gov:

**U.S. Small Business Administration
Montana District Office
10 West 15th Street, Suite 1100
Helena, MT 59626**

All information submitted is confidential and is only viewed by select SBA personnel and the judging panel. If you have any questions regarding the judging process please call Crystal at 406.441.1089 or via e-mail at crystal.ahmann@sba.gov.

NOMINEE INFORMATION

Business Owner(s) (w/Titles)	
Business Name	
Business Address	
Phone Number	
Email	
Award Category	
SIC/NAICS code	

NOMINATOR'S INFORMATION

Nominator Name (w/Title)	
Business/Organization Name	
Address	
Phone Number	
Email	

Provide the nominee(s) percentage of ownership or stock owned in the small business. _____

How many years has the nominee's business been operational? _____

How many employees does the business currently have? _____

Does the business have a website? If yes, list the URL: _____

To assess the financial performance of the business for the last 3 calendar years, fill out the chart below.

Financial Summary

Year	2012	2013	2014
Number of Employees			
Total Sales			
Net Profit (Before Tax)			
Total Assets			
Total Liabilities			
Net Worth			

Provide a biography for each nominee: (may include separate sheet of paper if you wish)

Describe the nominee's business: (may include separate sheet of paper if you wish)

Has the business received SBA assistance (e.g. SBA loan, SCORE counseling, SBDC assistance, WBC assistance, VBOC assistance, contracting, STEP program, or Emerging Leader Initiative)? If yes, please explain (include the amount and date of financial assistance received if applicable)? If yes, please explain (include the amount and date of financial assistance received if applicable):

Provide an explanation on why you feel the business/candidate meets the criteria for the award, per the following criteria for each award:

Veteran-owned Small Business Evaluation/Selection Criteria:

- Evidence of success measured by increased sales and profits
- Growth in number of employees
- Demonstrated potential necessary for continuing long-term business success and economic growth
- Voluntary efforts to strengthen veteran-owned businesses within the community

Woman-owned Small Business Evaluation/Selection Criteria:

- Evidence of success measured by increased sales and profits
- Growth in number of employees
- Demonstrated potential necessary for continuing long-term business success and economic growth
- Voluntary efforts to strengthen woman-owned businesses within the community

Millennial Entrepreneur Evaluation/Selection Criteria:

- Evidence of success measured by increased sales and profits
- Growth in number of employees
- Developed or utilization of innovative or creative business methods
- Demonstrates entrepreneurial potential necessary for long-term business success and economic growth